



SC-PAY GRADE 10

UTILITY CONSTRUCTION / PUBLIC WORKS TECHNICIAN I

DUTIES AND FEATURES OF THE CLASS:

The incumbent in this class performs a variety of technical and semi-skilled engineering tasks involving utility construction and damage prevention and/or public works projects. Work is performed both in the field and in the office. Work is performed under general supervision and may be reviewed for accuracy.

EXAMPLES OF WORK:

Arranges and attends field meetings; maintains both paper and digital daily reports/logs and correspondence, sketches and time sheets; maintains accurate project records; works with local agencies, contractors and general public; interprets both paper and digital construction plans and maps; and performs related work as required.

Utility Construction:

Inspects water and sewer connections; locates County owned utilities in State right-of-way (ROW), private subdivisions, and various County facilities; performs field checks and investigates plan/permit discrepancies; communicates daily with Miss Utility and various County contacts through web based applications; responds to afterhours emergencies.

Public Works:

Inspects road base/sub-base, drainage structures, curb and sidewalk, pavement markings; assists with soil sampling and compaction testing; checks survey grades and may serve as a member of a survey crew.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of County regulations, ordinances and construction practices; general knowledge of engineering technology and Delaware Department of Transportation (DelDOT) traffic safety; ability to read paper maps and construction plans as well as digital files; ability to use measuring devices, magnetic locator and cable locator; ability to perform mathematical calculations; ability to move up to 100 lbs; ability to work in extreme weather conditions; ability to keep accurate records both paper and digital; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with department heads, staff and representatives from other agencies.

QUALIFICATIONS:

Minimum High School Diploma or GED with a minimum of one (1) year experience in a related field which provides the required knowledge, skills and abilities; working knowledge of Microsoft Office (Word, Excel, Outlook); AutoCAD, GIS/Arc Reader and design-related software is preferred; strong organizational, verbal and written communication skills.

ADDITIONAL REQUIREMENTS:

- Direct Deposit Required
- 35-hour work week (Monday - Friday)
- Pre-Employment Background Screening
- Pre-Employment Drug/Alcohol Testing
- Possession of a valid driver's license
- Emergency on-call rotation is required in the Utility Construction Section.

Revised 9/2017